

Point Richmond Ridge HOA Board of Directors Meeting Minutes

Date: June 17, 2026

Time: 6:00PM

Location: Harjehausen Residence

Call to Order

The meeting was called to order at 6:07 p.m.

Board Members Present and Quorum

A quorum was established with the following Board members present:

- Bruce, President
- Walt, Vice President
- Chris, ACC
- Lauren, Secretary

Homeowner Forum (15 minutes)

No homeowners attended or raised items for discussion during this meeting.

Approval of Minutes from Previous Meeting

Bruce moved to approve the May 20, 2026 Board Meeting Minutes as presented. Walt seconded the motion. The motion carried.

Officer Reports

Vice President-Walt

A homeowner submitted a letter to the Board regarding landscaping in the common areas. A response was sent to the owner explaining that the Association had transitioned landscaping companies and that the prior company had stopped service approximately one month before the new contract began. The Board acknowledged the concern and noted that landscaping was included later the agenda for discussion.

Secretary -Lauren

Later in New Business

Treasurer- Vacant

Fred is moving out of state and did not attend the meeting. The Treasurer position will be vacant.

Bruce provided financial records current through May 31, 2026, to be added to the end of the minutes.

ACC - Chris

Lot 55: ACC contacted the owner regarding the corner of the yard near the stop sign. The owner will review the concern and take action if needed.

Lot 79: The owner has been asked to trim trees growing into the road and blocking sight lines. No trimming has been completed. ACC will contact HOACS to request a reminder letter.

Lot 72 | XN 1524518: The owner has taken action to address the landscaping concerns. ACC will mark this item complete, as clear action has been taken toward improvement.

Lot 72 | XN 1524519: HOACS issued a Courtesy Notice with Fine Warning last month. The owner was requested to remove the vehicle from view and store it in the garage or off-site. Following inspection, ACC reminded the owner regarding the disabled vehicle and will work with HOACS to proceed with the violation process if needed.

Unfinished Business

1. Lot 83 Violation

Background: In late 2025, the ACC became aware that chickens were being maintained on Lot 83. On November 6, 2025, Notice of Violation No. XN1063902 was issued. In January 2026, the Board offered a compromise resolution, which was declined. In May 2026, three Board members met with the homeowners to hear their concerns and review the information presented. Following that meeting, the Board reviewed the homeowners' supporting documentation, the governing documents, and relevant Association records before determining that the Notice of Violation should be upheld. A Determination Notice was issued. In June 2026, the homeowners appealed the Board's determination and requested a hearing in accordance with Bylaws 7.6 and 7.11.2 and the Policy for Hearings on Governing Document Violations.

Action Taken: Chris moved to proceed with the hearing process in accordance with the Association's governing documents and hearing policy. Lauren seconded the motion. The motion carried.

2. Catch Basin cleaning

Background: Pierce County identified several catch basins that need to be pumped. Hemley's will perform cleaning on 4/24. Foul up on their part. Cleaning to be done week of 5/18

The work has been completed and an invoice was submitted to HOACS. The invoice was signed by Lauren and Fred and mailed to HOACS for payment.

Action Required: none

1. Davis Tree Removal

Background: Homeowner of Lot 69 notified us via email of a possible dead tree in the green belt behind their house

Tree has been removed by Steve the Arborist. The invoice was submitted to HOACS. The invoice was signed by Lauren and Fred and mailed to HOACS for payment.

Action Required: none

2. Nieves Dues

Background: Homeowner (Lot 18) was sent a letter from HOACS with a compromise. Homeowners did not respond to the offer; the initial 30 days have expired.

Action Taken: The Board will move forward with the violation process.

New Business

3. Landscaping

Background: Homeowners and Board members discussed concerns regarding the level of service provided by the current landscaper. The contractor's current scope of work includes mowing, weeding, and routine maintenance, and the contractor is performing within the terms of the existing contract.

The Board requested a bid for a refresh of the common areas. The bid exceeded the amount budgeted, and the Board determined that available funds were not sufficient to have the landscaping company complete the full refresh at this time.

This month, Board members Walt, Chris, and Lauren volunteered time to prune the playground area in preparation for two inches of mulch. Chris assisted with heavy pruning, as well as Walt, Lauren and all 3 taking multiple trips to the transfer station for yard waste.

The Board reviewed budget allocations and determined that available funds should be focused on the playground mulch, helicopter pad, and entrances.

Lauren requested and received a bid from Aardvark Bark for 110 yards of mulch, to be installed at a depth of two inches, in the amount of \$6,660 plus tax.

Action Taken: Walt moved to approve proceeding with the mulch project based on the Aardvark Bark bid. Bruce seconded the motion. The motion carried. Lauren will contact Aardvark Bark regarding next steps. Walt to organize a work party for the entrances.

4. Dead Tree behind Lot 47

Background: Email received from homeowner of Lot 47 (Bracken) on 6/10 notifying us of a dead tree behind their property. Steve the Arborist looked at it and agreed that it needs to be removed. His proposal is \$2,454.75 + tax

Action Taken: Lauren moved to approve Steve the Arborist's proposal in the amount of \$2,454.75 for removal of the dead tree behind Lot 47. Walt seconded the motion. The motion carried.

5. Summer BBQ

Background: HOA Summer BBQ needs to start being planned. Date of August 1st will be BBQ.

Action Taken: Lauren will coordinate planning for the Summer BBQ, including mailbox signs and a Facebook post.

Convene to Executive Session

N/A

Reconvene to Open Session

N/A

Adjournment

The meeting was adjourned at 7:58 p.m.

Next Board Meeting

The next Board meeting is scheduled for Thursday, July 16, 2026, at 6:00 p.m. at Bruce's residence.

May 2026 Financial Summary

- **Checking Account:** \$20,906.49
 - **Debits:**
 - HOACS = \$679.80
 - HOACS Notice Fees = \$
 - Strongroom Fee = \$10.00
 - Thornhill = \$
 - Washington Water = \$52.16
 - Mail House (postage/supplies) = \$20.30
- **Reserves:** \$35,824.89
 - MMA = \$35,824.89
 - \$30.40 interest credit (\$147.84 YTD)
- **Dues/Fees/Fines:**
 - Dues Paid YTD = \$24,811
 - Outstanding Dues = \$488
 - Nieves = \$488
 - Admin Fees Due = \$168
 - Nieves = \$168
 - Admin Notice Fees Paid YTD = \$192
 - Late Fees Due = \$300
 - Nieves = \$300
 - Late Fees Paid YTD = \$125
 - Fines Due = \$0
 - Fines Paid YTD = \$0
- **Major Expenses Planned for 2026:** Nothing more
- **Budget Total vs. Actual Expenses YTD**